



JOHN NAIMO
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

October 26, 2015

TO: Supervisor Michael D. Antonovich, Mayor
Supervisor Hilda L. Solis
Supervisor Mark Ridley-Thomas
Supervisor Sheila Kuehl
Supervisor Don Knabe

FROM: John Naimo
Auditor-Controller

SUBJECT: **COUNSELING4KIDS – A DEPARTMENT OF MENTAL HEALTH
SERVICE PROVIDER – PROGRAM REVIEW**

We completed a program review of Counseling4Kids (Counseling4Kids or Agency), which included a sample of billings from Fiscal Year (FY) 2013-14. The Department of Mental Health (DMH) contracts with Counseling4Kids to provide mental health services, including interviewing Program clients, assessing their mental health needs, and implementing treatment plans.

The purpose of our review was to determine whether Counseling4Kids provided the services and maintained proper documentation, as required by their County contract and related guidelines.

DMH paid Counseling4Kids approximately \$7.6 million on a cost-reimbursement basis for FY 2013-14. The Agency provides services in the Fifth Supervisorial District.

Results of Review

Counseling4Kids maintained adequate documentation for the billings reviewed. The Agency completed Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract and related guidelines. In addition, Agency treatment staff had the required qualifications to provide DMH Program services.

Details of our review are attached.

Review of Report

We discussed our report with Counseling4Kids and DMH. Counseling4Kids is not required to submit a response to this report because there are no findings or recommendations.

We thank Counseling4Kids management and staff for their cooperation and assistance during our review. If you have any questions please call me, or your staff may contact Don Chadwick at (213) 253-0301.

JN:AB:DC:EB:sd

Attachment

c: Sachi A. Hamai, Chief Executive Officer
Dr. Marvin J. Southard, D.S.W., Director, Department of Mental Health
Sheldon Bracket, Board Chair, Counseling4Kids
Marianne Callahan, Ph.D, Executive Director, Counseling4Kids
Public Information Office
Audit Committee

**COUNSELING4KIDS
DEPARTMENT OF MENTAL HEALTH
PROGRAM REVIEW
FISCAL YEAR 2013-14**

PROGRAM SERVICES

Objective

Determine whether Counseling4Kids (Counseling4Kids or Agency) maintained documentation to support the services billed to the Department of Mental Health (DMH) in accordance with their County contract and related guidelines.

Verification

We selected 30 (1%) of the 4,794 approved Medi-Cal billings for May and June 2014, which were the most current billings available at the time of our review (March 2015). We reviewed the Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in the clients' case files for the selected billings. The 30 billings represent services provided to 21 clients.

Results

Counseling4Kids maintained documentation to support the billings reviewed. In addition, the Agency completed Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract and related guidelines.

Recommendation

None.

STAFFING QUALIFICATIONS

Objective

Determine whether Counseling4Kids treatment staff had the required qualifications to provide the mental health services.

Verification

We reviewed the California Board of Behavioral Sciences' website and/or the personnel files for 14 (22%) of the 65 Counseling4Kids treatment staff who provided services to DMH clients during May and June 2014.

Results

Each employee reviewed had the qualifications required to provide the billed services.

Recommendation

None.